

**ELK GROVE COMMUNITY SERVICES DISTRICT  
MINUTES OF A REGULAR MEETING  
Tuesday, September 20, 2005 – 6:30 p.m.  
Wackford Community & Aquatic Complex**

**ATTENDANCE:**

Directors present included Gil Albiani, Gerald Derr, Elliot Mulberg, and Elaine Wright. Director Doug McElroy was absent.

General Manager Donna Hansen, Fire Chief Keith Grueneberg, Chief Operating Officer Jeff Ramos, and Interim Administrator of Parks and Recreation Sue Wise were also present.

**A. CALL TO ORDER/PLEDGE OF ALLEGIANCE**

1. President Mulberg called the meeting to order at 6:35 p.m.
2. Fred Bremerman led the Pledge of Allegiance.

**B. ANNOUNCEMENTS/PRESENTATIONS**

1. Sue Wise (Parks and Recreation Department Administrator) - Recognized Pat Vincent as a dedicated CSD employee, who is retiring at the end of this month after 21 years of service to the community.
2. Introduction of Parks & Recreation Department staff – (S. Wise)  
With the approval of 05/06 budget in early August, the board approved seven new positions and the reallocation of six positions from part time to full time for the parks and recreation department. Introduction of Kelly Crowder, Administrative Analyst; Patrick Larkin, Recreations Supervisor II for the Leisure and Education area; Angela Edwards, Recreation Supervisor I for Leisure and Education; Casey Medlock; Toni Lundgren, Recreation Supervisor II over the sports section; Michelle Vargas; Mike Dopson, Supervisor II overseeing aquatics and Teens; Katie Kachurak, Aquatics Coordinator; Mike Luevano, Teen Center Coordinator; Anna Hooper; Heather Shortino; Manual Valencia; Christine Rivard, Recreation Coordinator II for the Kids Central Station Program; Victor McCrum, LCP Corp. yard; Keith Molenix, LCP Corp. yard; Tim George, Elk Grove Park Maintenance Group.
3. Preschool Program Presentation - (S. Wallace)  
The Board received a slide presentation from Kathy Kachurak, Recreation Supervisor I, and Johnnie Siemans, Recreation Coordinator II regarding their Tiny Tot preschool which consists of 3 program areas; Buddy Bunch, Toddler Time and Tiny Tot preschool.
4. Receive and acknowledge correspondence of appreciation – (D. Hansen) – The board received and filed three letters of accommodation; one expressing appreciation for Hot August Nights, one expressing appreciation for a full refund for cancellation to a rental facility, and a letter from Alexander Lawrence commending CSD Firefighter Jennifer O'Leary for her professionalism and exemplary people skills demonstrated at Camp Smokey.

**C. GENERAL MANAGER/DEPARTMENT HEAD REPORTS**

1. General Manager Hansen reports quite a few park dedications this year. The Board had requested us to look at two parks, Amundson Park and Morse Park; the families have declined a dedication at this time. The Del Meyer Park prefers a full dedication possibly in the Spring. Work is underway with our new logo, a hard-working committee meets once a week and we should start to see changes popping up on stationary, business cards and Park Department vehicles. The board's fall workshop is set for October 29 and there will be more on that in the next several weeks. An interesting note – Fire Chief Grueneberg has been working aggressively with Congress to try to get additional funding for this 4.9 GHz system. The hurricane taught us a lesson of how critical communication is, the compatibility and our communication system with first respondents. You'll hear more on this in the next few weeks as we try to submit testimony. We are hoping to launch our new website in October. Harvest Festival: It is one of the largest festivals in the country. The event is very much more family-oriented as opposed to the commercial-oriented Half Moon Bay Festival. Staff is tied up making sure this family event is as successful as it has been for the last several years.
2. Administrative Services Department – Chief Operating Officer Jeff Ramos reported the arrival of outside auditors. In August, we processed approximately 1800 invoices and cut over 770 checks, and processed payroll for over 500 employees. We met with Altara regarding the processing of payroll through Excel which should help speed up our process and will continue meeting with them this month. We processed several lease agreements for cell tower rentals at various fire stations. We secured financing for the Pierce Ladder Truck that was approved last month by the Board, in accordance with our finance plan.

Human Resources conducted recruiting interviews in hiring for ten vacant positions, and are recruiting and receiving applications for an additional five positions. They also completed the initial Workman's Compensation Information Report for our insurance company.

Facilities – We are continuing our oversight of Station 72 construction, along with remodel of the Board Room, Conference Room B, and also the Earhart House. Conference Room A is completed. 68 work orders were completed last month. Facility Rentals – Laguna Town Hall- 17; The Pavilion – 13, Wackford Complex – 23, and Elk Grove Park picnic sites had 69 rentals.

Technology Department – We've hired and trained our full-time and part-time staff. We purchased 25 computer systems and media equipment for the board room. We also completed our annual inventory review of the computer equipment.

3. Parks & Recreation Department 's August report (S. Wallace):  
In the Parks Administration Advanced Planning and Design Division – Three parks were completed, eight parks are currently in the construction phase, and two parks are ready for bid. We have three parks in the design documentation phase, and five in the community outreach planning stage. Community meetings and workshops were held in August for Morse Park, Machado Dairy Park and East Meadow Park and were very well received with positive feedback from the community.

In the Parks, Trails, and Maintenance Division – August was a very busy month due West Nile spraying that went on, and our parks maintenance staff did a phenomenal job of

getting all of the equipment washed down within four to five hours of the spraying, with assistance from the Fire Department and our current parks contractor. There were 182 work orders completed during August, 38 tree-trims, 4 trees planted, and 5 trees removed.

For the Aquatics and Teen Section, it was a very busy month with over 12,000 participants in rec swim and over 5,000 participants in swim lessons. There were also 63 teen memberships sold in August.

In the Leisure and Education Section – Staff are reviewing proposals and recruiting for new instructors for winter/spring activities, and many of our new fall programs have been well-received.

In the Sports and Therapeutic Section – Staff had to rearrange sports schedules to accommodate for the West Nile Virus spraying.

In the Special Events and Sport Services – there were nine special events during August and over 2,000 volunteer hours.

In the Youth Development Section – Kid Central had over 4,000 participants. August was the last month for summer day camp and had over 2,000 participants, while our Tiny Tot summer camp had over 300 participants.

4. Fire Department – Fire Chief Keith Grueneberg is as follows:

For the Administration and Operations Department – Conducted on-going meetings with the Communications Center on radio updates that are forthcoming, Chief Davis attended the Fire-Rescue International Conference in Denver, Chief Stumbaugh attended Training Program Management at the National Fire Academy, Chiefs Grueneberg and Davis participated in a meeting at Sacramento city Hall on 911 system upgrades, and attended the Elk Grove Chamber of Commerce luncheon, Elk Grove CSD Fire Department helped staff Camp Smokey at the State Fair, and hosted Hot Summer Safety night at Station 71.

Promoted Captain McKinzie, Captain Haggard, Captain Hiatt, and Chief Hansen.

In August, calls for service include 76 fires, 608 medical aids, 26 special, and 156 other, for a total of 866 emergency responses for the month of August.

Under the Training Division, staff assisted with the promotional process for the position of Emergency Medical Service Battalion Chief. Regularly scheduled drills included: Vehicle Extrication, Vehicle Glass Management, Self Contained Breathing Apparatus donning relay, Wildland structure protection, Structure Fire Investigation, Emergency Medical Service Automatic Electronic Defibrillator Practice, Emergency Medical Service Protocol Review and Standard Operating Procedures Review. In addition, the facility was used for a Fire Statistics Class with former State Fire Marshall Ronny Coleman.

In Public Education/Public Relations, crews conducted 16 child safety seat inspections; over 200 children received an engine visit at their school in August; joined the Elk Grove Police Department in visiting neighborhood watch gatherings for National Night Out; Station 76 “A” shift joined Elk Grove Unified School District on August 6 for Mervyn’s Child Spree Day; Station 74 attended a block party at Kramer Park; TeenSmart, a

defensive driving course for teens, taped parts of a video news release at Station 71; gathering items for a display at Applebee's Restaurant who is dedicating a wall to Elk Grove's emergency responders, the final Hot Summer Safety Night was held at Station 71; and Elk Grove CSD Fire Department helped coordinate Camp Smokey at the California State Fair.

The Fire Prevention Division reviewed 20 building plans, 12 tenant improvements, 21 fire sprinkler plans, 6 fire alarm plans, 3 civil engineering plans, and 30 miscellaneous plans.

Finally, the Fire Investigations Division investigated 4 fires and no citations were issued.

#### **D. COMMUNICATIONS FROM THE PUBLIC**

Jill Engmark – The Skatepark is good for those kids who do not participate in organized sports, and she would like to see the park opened again.

Ben Miller – Was concerned about the immediate closure of the Park, and the cancellation of the advisory committee meeting that same week when legal issues were going to be addressed. Would like to see Advisory Committee have a few more meetings before a decision is made.

Joe Pea – There are another 21 parks, maybe we can get another skate park. Says police are harassing the users. Open the skate park so we can be somewhere safe.

Denis Hulett – Skateboarding has been a learning experience for his son.

Nancy Mundt – Observed skaters and was blown away by their balance and skill and the peaceful scene.

Trina Brushia – Kids need a place to skate; didn't understand why the park was closed. Has seen security be excessive with the skaters. Wants it re-opened as soon as possible.

Taylor Waldron – Park was closed without any reason; Elk Grove is the only place for them to go.

Kehau Waldron – Felt the closing was a personal vendetta.

Dyric Ramirez – Stated the skate park has become politicized and he will not stop loving the children.

Bradley Waldron – Has had police called when he skates in parking lots and kicked out. Without the skate park, he has no place to go.

Ed Pert – Advisory Board Member – process never ran smoothly; felt as though the system is biased.

Rachel Kinanahan – Showed her support for the skate park as a positive environment.

Joe Ming – Asked the Board for their support with a concert to benefit Hurricane Katrina victims on October 9, 2005 in Strong Park.

#### **E. CONSENT CALENDAR**

1. The Board approved Resolution No. 2005-134, honoring Patricia Vincent for her dedicated service to the CSD. Wright, Derr, Albiani, Mulberg – yes; McElroy – absent.
2. The Board approved Resolution No. 2005-135, commending Katherine L. Albiani for her commitment to the greater Elk Grove community. Wright, Derr, Albiani, Mulberg – yes; McElroy - absent.
3. The Board approved the September 6, 2005 Regular Board meeting minutes. Wright, Derr, Albiani, Mulberg – yes; McElroy – absent.

4. The Board ratified payment of the August 2005 bills and payroll for the EGCS&D; and received and filed the Budget Status Reports for the month of August 2005. Wright, Derr, Albani, Mulberg – yes; McElroy – absent.
5. The Board approved and adopted the Management Employees Organization contract. Wright, Derr, Albani, Mulberg – yes; McElroy – absent.
6. The Board awarded the contract for the construction of Elk Grove Park parking lot improvements to Valley Slurry Seal for the amount of \$51,840, plus 10% for contingencies; and authorized the General Manager to sign the Contract Completion Notice upon acceptance of the project, subject to ratification by the Board. Wright, Derr, Albani, Mulberg – yes; McElroy – absent.
7. The Board adopted Resolution No. 2005-131, granting an easement to Citizens Telecommunications Company of California to locate, construct, and maintain communication facilities within the landscape area on Big Horn Boulevard at Red Elk Drive; and authorized the General Manager to execute all necessary documents. Wright, Derr, Albani, Mulberg – yes; McElroy – absent.
8. The Board adopted Resolution No. 2005-132, granting an easement to Citizens Telecommunications Company of California, to locate, construct, and maintain communication facilities within the landscape area on Bruceville Road, north of Kilconnell Drive; and authorized the General Manager to execute all documents. Wright, Derr, Albani, Mulberg – yes; McElroy – absent.

#### **F. ADVERTISED PUBLIC HEARINGS**

1. The Board adopted the land use and development plan for Pinkerton Park in Laguna; adopted Resolution No. 2005-133, certifying the negative declaration; and certified the Lead Agency Final Determination of Exemption from AB 3158 Environmental Review Fee. Wright, Derr, Albani, Mulberg – yes; McElroy – absent.

#### **G. PUBLIC HEARINGS**

1. None

#### **H. STAFF REPORTS**

1. The Board reviewed and approved the proposed plaque in honor of Rita K. Velasquez and gave staff direction to design plaque including her years of service to CSD as well as her years of service as General Manager.
2. The Board reviewed the policy recommendations for use of District owned sports fields. Kelly Gonzalez presented seven identified policy recommendations regarding Sports Fields, which were already approved by Elk Grove Youth Sports Association Board Members. Director Albani made motion that recommendations be approved adding a fourth category for charging non-resident participants to item #1 and reviewing on a yearly basis on item #7, Wright, Derr, Mulberg – yes; McElroy – absent.
3. The Board reviewed waiving the rental fee for use of the amphitheatre at Laguna Town Hall for a charity fundraiser with 100% of proceeds donated to American Red Cross for Hurricane Katrina victims. Board approved waiver of fees for this event: Wright, Albani, Derr, Mulberg – yes; McElroy – absent.

#### **I. BOARD OF DIRECTORS BUSINESS**

- I. None

**J. COMMUNICATIONS FROM THE PUBLIC**

Denis Hulett – Continuation of his view on the skate park closing and the research he has done.

Dyric Ramirez – Need to meet the needs of more kids.

Trina Brushia – There were some violations and they do need to have enforcement on helmets; also saw that there were waivers.

Ed Pert – Wondering if there's a need to agendize the Skatepark issue. As an advisory board member, needs clarification.

**K. IDENTIFICATION OF ITEMS FOR FUTURE MEETING**

- I. Parks Committee meeting and agendize the skate park.
2. Fire Station Naming Committee – reinstitute to discuss naming of two new fire stations.
3. Community outreach update.
4. Policy Committee – what constitutes an advisory committee.

**L. ADJOURNMENT TO EXECUTIVE SESSION**

- I. The Board adjourned to an Executive Session at 9:29 p.m.

**M. EXECUTIVE SESSION**

- I. CONFERENCE WITH LABOR NEGOTIATORS  
(Agency Designated Representatives – General Manager & CSD Legal Counsel)  
NON-REPRESENTED EMPLOYEES: AT-WILL EMPLOYEES  
(*Government Code Section 54957.6 – Personnel Matters*)

**N. REOPEN REGULAR MEETING**

- I. President Mulberg re-opened the regular Board meeting at 11:00 p.m. and announced direction was given to the staff with regards to the closed session item.

**O. ADJOURNMENT**

With no further business, President Mulberg adjourned the regular meeting at 11:00 p.m.

Sincerely,

Donna L. Hansen  
Secretary of the Board